



STATE OF NEW JERSEY

DIVISION OF PURCHASE AND PROPERTY REQUEST FOR INFORMATION EXAMINATION DEVELOPMENT LICENSE SITE REMEDIATION PROFESSIONAL

PURPOSE

The purpose of this Request for Information (RFI) is to solicit potential options, approaches and strategies for developing and administering an examination for the licensure of Site Remediation Professionals. The New Jersey Department of the Treasury, Division of Purchase and Property ("Division") and the New Jersey Department of Environmental Protection (NJDEP), Site Remediation Program are soliciting information as to how to develop and administer an examination to test for the minimum acceptable level of knowledge expected from those middle and upper level environmental professionals who meet the education and experience requirements for licensure set forth by the regulations of the NJDEP. The examination will test the information and skills possessed by candidates concerning the application, analysis and evaluation of relevant laws, regulations, technical principles and technical methodologies pertaining to assessment, containment, removal and treatment activities conducted at locations contaminated by hazardous substances and referred to as "contaminated sites or sites".

INTRODUCTION

Faced with the challenge of ensuring that more than 20,000 contaminated sites in New Jersey are properly remediated in a timely manner, the NJDEP worked closely with the New Jersey Legislature and stakeholders to develop legislation that will dramatically change the process used to conduct environmental investigations and cleanups. On May 7, 2009, Governor Jon Corzine signed the Site Remediation Reform Act, <http://www.nj.gov/dep/srp/regs/statutes/srra.pdf> (C. 58:10C-1et seq). (SRRA) into law. Governor Corzine also signed Executive Order #140 (<http://www.nj.gov/infobank/circular/eojsc140.htm>) implementing the new law.

SRRA, which provides sweeping changes to the way in which sites are remediated in New Jersey, also amends other statutes such as the Brownfield and Contaminated Sites Act (C.58:10B-1 et seq) and the Spill Compensation and Control Act (C.58:10-23.11-1et seq). SRRA establishes a program for the licensing of Licensed Site Remediation Professionals ("LSRPs") who will have responsibility for oversight of environmental investigation and cleanup. While the law changes the process of how sites are remediated, it ensures the same stringent standards required for cleanup remain intact. The NJDEP will retain significant authority over the remediation process and will ensure that LSRPs comply with all applicable regulations, but the day-to-day management of site remediation will be overseen by qualified LSRPs.

Under SRRA, NJDEP approval is no longer required prior to proceeding with remediation. Implementation of SRRA will therefore result in contaminated sites being cleaned up more quickly, thus providing a greater measure of environmental protection to the citizens of New Jersey and ensuring that development of underutilized properties are returned to the tax rolls more quickly.

Highlights of the law are:

- The establishment of a Licensed Site Remediation Professional (SRP) program and an LSRP Board that issues licenses to qualified individuals to conduct the remediation of sites in New Jersey. The Licensed Site Remediation Professionals (LSRPs) are bound by a strict code of ethics (C..58:10C - 16) violation of which could result in the assessment of penalties as well as suspension or revocation of their licenses. When the Act becomes fully effective in 2012 all remediating parties must use the services of a LSRP and must proceed with the clean up of their site without prior NJDEP approval.

The Division is looking for assistance, input about developing an examination that will test the competency of applicants seeking a license. The NJDEP has begun issuing a temporary license based upon SRRA where an applicant for a temporary license site remediation professional license shall demonstrate to the NJDEP that the applicant:

- holds a bachelor's degree or higher in natural, chemical or physical science, or an engineering degree in a discipline related to site remediation, from an accredited institution of higher education. Applicants who do not hold a bachelor's degree from an accredited institution of higher education can apply for a temporary license to the remediation of discharges from underground storage tanks only if they have at least 14 years of full-time professional experience of which at least five years shall have occurred in New Jersey immediately prior to submission of the application;
- has ten years of full-time professional experience, as described in subsection c. of this section, in the field of site remediation, of which five years shall have occurred in New Jersey and at least three years shall have occurred in New Jersey immediately prior to submission of the application. The department may allow applicants with relevant advanced degrees up to two years of credit for professional experience, of which one year of credit may be awarded for applicants who have earned a master's degree in a relevant field of study and up to two years of credit may be awarded for applicants who have earned a doctorate degree in a relevant field of study;
- has attended and completed the minimum environmental health and safety education and training provided pursuant to 29 C.F.R. Section 1910.120 no more than one year prior to submission of an application for a license pursuant to this section;
- has attended and completed a course approved by the department on the State's rules and regulations concerning the technical requirements for site remediation no more than three years prior to submission of the application;
- has not been convicted of, or plead guilty to, an environmental crime, any similar or related criminal offense under federal or state law, or any crime involving fraud, theft by deception, forgery or any similar or related offense under federal or state law; and
- has not had a professional license revoked by any state licensing board or any other professional licensing agency within the previous 10 years.

Please note that this is an RFI, not a Request for Proposal ("RFP"). Responses to this RFI will not lead directly to a contractual relationship between a vendor or vendors and the State of New Jersey. It is anticipated that information received in response to this RFI will be used to develop appropriate documentation (such as an RFQ or RFP) in support of a future procurement or procurements. While it is anticipated that many of the respondents to this RFI will be vendors, the Division solicits information from any interested party on the topics described herein.

All information submitted by respondents to this RFI shall be considered public information.

GENERAL REQUIREMENTS

The NJDEP is interested in the development and administration of an examination to test for the minimum acceptable level of knowledge expected from those middle and upper level environmental professionals who meet the education and experience requirements for licensure set forth by the regulations of the Department. The examination will test the information and skills possessed by candidates concerning the application, analysis and evaluation of relevant laws, regulations, technical principles, guidance documents and technical methodologies pertaining to assessment, containment, removal and treatment activities conducted at locations contaminated by hazardous substances and referred to as "contaminated sites or sites". The NJDEP is seeking assistance to identify and define 1.) the type(s) of firms available to develop such examinations as described above, 2.) the types of professionals required to develop, administer and defend such an examination if challenged by an applicant or other party, e.g. Psychometricians, Technical Advisors, etc., and 3.) relevant testing and testing security standards.

Particular Areas of Interest

The NJDEP is interested in receiving information that it can utilize to ultimately decide how best to approach the procurement for the development and administration of such an examination.

The State is interested in potential options and strategies in all or some of the following areas:

1. Type of professionals needed for exam development

2. Education and experience requirements for professionals needed for exam development
3. Best methods for the development of examination questions and answers
4. Security of exam questions and answers
5. Development of a computer system to store, retrieve and maintain examination questions, as well as descriptive information about the questions.
6. Development of a computer system for administering the examination at testing location(s)
7. Evaluation of Technical Advisors who will assist with question development
8. Managing appeals to the examination
9. Costs in developing and administering the examination
10. Materials used in the development of an examination
11. Any other options or information not included that would aid in the development of an examination.
12. Relevant examination security standards
13. Relevant examination/testing standards

The Division welcomes information from vendors and other interested parties on any of the areas listed above or any combination thereof.

SUBMISSIONS IN RESPONSE TO THE RFI / CONTACT INFORMATION

Responses to this RFI must be directed to:

New Jersey Division of Purchase and Property, Purchase Bureau
Attention: Frank Kuznacki
33 West State Street, 8th floor
P.O. Box 230
Trenton, NJ 08625-0230
frank.kuznacki@treas.state.nj.us

Responses to this RFI must be received electronically so as to be received no later than April 9, 2010. Responses will be acknowledged electronically by return e-mail.

The Division reserves the right to use, adopt or incorporate any recommendations presented in the responses to this RFI in the development of an RFP for all or part of the procurement of any contracts to develop and administer the LSRP licensing examination.

Neither the Division nor the responding vendor or interested party has any obligation under this RFI. Issuance of this RFI does not obligate the State to any particular course of action with regard to any future LSRP licensing examination development and administration contract(s). Potential bidders and other interested parties that respond to this RFI are responsible for all costs associated with developing and submitting a response.

Potential providers and other interested parties should supply contact information for follow-up.

The Division may request that some or all vendors or interested parties submitting responses to this RFI present oral presentations and/or demonstrations relating to their responses, products and services.

In response to this RFI, the vendor or responding party is requested to supply the following information:

1. Introduction to the respondent's organization, and if the respondent is a vendor, information such as parent company, age, size, number of customers, offices, number of employees, etc.). Please include ownership structure.
2. Contact name(s) and information for questions the Division might have concerning this information and, if respondent is a vendor, the products and services offered.
3. List of relevant web sites for the respondent and its offerings, including, if Respondent is a vendor, URL references for similar testing or examination development and administration contracts the company has successfully completed and a list of government entities for which the vendor has completed any similar contracts. The respondent should identify major customers who use the vendor's services and are willing to

serve as a reference regarding similar contracts or services. Please provide the appropriate contact information.

4. Information and recommendations regarding the preliminary designs, specifications, business requirements, and features that would best address the “General Requirements,” and in particular the Summary of Particular Interests, set forth above. This should include:
 - (a) A brief summary estimate of expected costs, expenses and charges to be associated with conducting and completing the examination development and administration services outlined in this RFI.
 - (b) Information and recommendations as to any of the issues outlined above under “Areas of Interest” regarding the structure and scope of the development and administration of such an examination.
 - (c) Information regarding any potential subcontracting needs that a consultant retained to perform a contract to develop, or assisting in the development of, such an examination may require, including type of subcontracting service(s), projected costs, and anticipated level of management oversight of subcontractor(s).
 - (d) Information about the projected schedule necessary to complete the development and administration of such an examination, as described above.
5. If the respondent is a vendor, identification of current or completed engagements to develop and administer similar examinations for other state or local governmental entities. Respondents other than vendors are also welcome to provide references to similar services that they believe would be useful to the NJDEP in developing and administering the LSRP licensing examination.
6. If the respondent is a vendor, a clear indication of the areas, as listed in “Areas of Interest,” in which the vendor is qualified and has the capacity to successfully perform.